

**LOUDOUN COUNTY**  
**DISCLOSURE OF REAL PARTIES IN INTEREST**

**A. DIRECTIONS**

1. Mandatory disclosures shall include PARTNERSHIPS, CORPORATIONS, or TRUSTS, to include the names of beneficiaries, broken down successively until: (a) only individual persons are listed or (b) the listing for a corporation having more than 100 shareholders, that has no shareholder owning 1% or more of any class of stock. In the case of an applicant, title owner, contract purchaser, or lessee of the land that is a partnership, corporation, or trust, such successive breakdown must include a listing and further breakdown of all its partners (general and limited), of its shareholders as required above, and of beneficiaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or trust owning 1% or more of the applicant, title owner, contract purchaser, or lessee of the land.
2. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed.
3. All applicants for zoning map amendment petitions, special exceptions, commission permits, certificates of appropriateness and variances are requested, but not required, to complete Section C of this form entitled *Voluntary Disclosures*. No application will be rejected for applicant's failure to complete Section C.
4. Prior to each and every public hearing on a Zoning Map Amendment, Zoning Concept Plan Amendment, Zoning Ordinance Modification, Special Exception, Commission Permit, Certificate of Appropriateness or Variance, and prior to Board action, the applicant shall review the affidavit and provide any changed or supplemental information including business or financial relationships of the type described above, that arise on or after the date of this application. A "Reaffirmation of Affidavit" form is available for your use online at: [http://inetdocs.loudoun.gov/planning/docs/documentsandfor\\_/index.htm](http://inetdocs.loudoun.gov/planning/docs/documentsandfor_/index.htm)
5. These adopted Disclosure of Real Parties in Interest Affidavit and Reaffirmation of Affidavit forms shall not be altered or modified in any way. Any form that is altered or modified in any way will not be accepted
6. As used in this section "real parties in interest" shall include all sole or joint property owners, parties who have legal interest in the protection of the property such as a trustee or executor, parties who have an equitable or beneficial interest in the property, such as beneficiaries of a trust, and, in the case of corporations, all stockholders, officers, and directors. Pursuant to Section 15.2-2289, the requirement of listing names of stockholders, officers, and directors shall not apply to a corporation whose stock is traded on a national or local stock exchange and having more than 500 shareholders. In the case of a condominium, the requirement shall apply only to the title owner, contract purchaser, or lessee if they own 10% or more of the units in the condominium.



APPLICATION NUMBER: SPEX 2007-0048

Check if applicable:

☐ Real Parties of Interest information is continued on an additional copy of page B-1**2. NAMES OF CORPORATION SHAREHOLDERS**

The following constitutes a listing of the **SHAREHOLDERS** of all corporations disclosed in this affidavit who own 1% or more of any class of stock issued by said corporation, and where such corporation has 100 or fewer shareholders, a listing of all of the shareholders, and if such corporation is an owner of the subject land, all **OFFICERS** and **DIRECTORS** of such corporation (Include sole proprietorships, limited liability companies and real estate investment trusts).

Name and Address of Corporation (complete name, street address, city, state, zip)

Sevila, Saunders, Huddleston & White, P.C., 30 N. King Street, Leesburg, VA 20176

Description of Corporation:

☒ *There are 100 or fewer shareholders and all shareholders are listed below.*☐ *There are more than 100 shareholders, and all shareholders owning 1% or more of any class of stock issued by said corporation are listed below.*☐ *There are more than 100 shareholders but no shareholder owns 1% or more of any class of stock issued by said corporation, and no shareholders are listed below.*☐ *There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

Names of shareholders (first name, middle initial and last name)

SHAREHOLDER NAME (First, M.I., Last)	SHAREHOLDER NAME (First, M.I., Last)
Robert E. Sevila	
Richard R. Saunders, Jr.	
Jon D. Huddleston	
Craig E. White	

Names of Officers and Directors (first name, middle initial and last name &amp; title, e.g. President, Secretary, Treasurer, etc.)

NAME (First, M.I., Last)	Title (e.g. President, Treasurer)
Robert E. Sevila	President
Richard R. Saunders, Jr.	Vice President
Jon D. Huddleston	Treasurer
Craig E. White	Secretary

Check if applicable:

If multiple copies of this page are provided please indicate Page \_\_\_\_ of \_\_\_\_ pages.

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APPLICATION NUMBER: SPEX 2007-0048**2. NAMES OF CORPORATION SHAREHOLDERS**

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Name and Address of Corporation (complete name, street address, city, state, zip)

Huntley, Nyce & Associates, LTD., 751 Miller Drive, Suite F-2, Leesburg, VA 20175

Description of Corporation:

x *There are 100 or fewer shareholders and all shareholders are listed below.*

       *There are more than 100 shareholders, and all shareholders owning 1% or more of any class of stock issued by said corporation are listed below.*

       *There are more than 100 shareholders but no shareholder owns 1% or more of any class of stock issued by said corporation, and no shareholders are listed below.*

       *There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

Names of shareholders (first name, middle initial and last name)

SHAREHOLDER NAME (First, M.I., Last)	SHAREHOLDER NAME (First, M.I., Last)
Charles J. Huntley, Sr.	
Robert L. Sproles	

Names of Officers and Directors (first name, middle initial and last name & title, e.g. President, Secretary, Treasurer, etc.)

NAME (First, M.I., Last)	Title (e.g. President, Treasurer)
Charles J. Huntley, Jr.	CEO/President
Charles J. Huntley, Sr.	Chairman
Robert L. Sproles	Sr. Vice President
Reza A. Hakimi	Vice President/COO

Check if applicable:

APPLICATION NUMBER: SPEX 2007-0048**2. NAMES OF CORPORATION SHAREHOLDERS**

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Name and Address of Corporation (complete name, street address, city, state, zip)

Wells + Associates, Inc., 1420 Springs Hill Road, Suite 600, McLean, VA 22102

Description of Corporation:

x *There are 100 or fewer shareholders and all shareholders are listed below.*

       *There are more than 100 shareholders, and all shareholders owning 1% or more of any class of stock issued by said corporation are listed below.*

       *There are more than 100 shareholders but no shareholder owns 1% or more of any class of stock issued by said corporation, and no shareholders are listed below.*

Names of shareholders (first name, middle initial and last name)

SHAREHOLDER NAME (First, M.I., Last)	SHAREHOLDER NAME (First, M.I., Last)
Employee Stock Ownership Trust (ESOT) All employees are eligible plan participants; however, non currently own more than 1% or more of any class of stock (see attached)	

Names of Officers and Directors (first name, middle initial and last name & title, e.g. President, Secretary, Treasurer, etc.)

NAME (First, M.I., Last)	Title (e.g. President, Treasurer)
Martin J. Wells	President and Secretary
Terence J. Miller	Vice President and Treasurer

Check if applicable:

       Additional shareholder information is continued on an additional copy of page B-2

APPLICATION NUMBER: SPEX 2007-0048**2. NAMES OF CORPORATION SHAREHOLDERS**

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Name and Address of Corporation (complete name, street address, city, state, zip)

The Kane Group, LLC, 815 King Street, Suite 310, Alexandria, Virginia 22314

Description of Corporation:

x *There are 100 or fewer shareholders and all shareholders are listed below.*       *There are more than 100 shareholders, and all shareholders owning 1% or more of any class of stock issued by said corporation are listed below.*       *There are more than 100 shareholders but no shareholder owns 1% or more of any class of stock issued by said corporation, and no shareholders are listed below.*       *There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

Names of shareholders (first name, middle initial and last name)

SHAREHOLDER NAME (First, M.I., Last)	SHAREHOLDER NAME (First, M.I., Last)
Brian P. Kane, Managing Member	
Jeffrey Gowen, Member	

Names of Officers and Directors (first name, middle initial and last name &amp; title, e.g. President, Secretary, Treasurer, etc.)

NAME (First, M.I., Last)	Title (e.g. President, Treasurer)

Check if applicable:

APPLICATION NUMBER: SPEX 2007-0048**2. NAMES OF CORPORATION SHAREHOLDERS**

The following constitutes a listing of the **SHAREHOLDERS** of all corporations disclosed in this affidavit who own 1% or more of any class of stock issued by said corporation, and where such corporation has 100 or fewer shareholders, a listing of all of the shareholders, and if such corporation is an owner of the subject land, all **OFFICERS** and **DIRECTORS** of such corporation (Include sole proprietorships, limited liability companies and real estate investment trusts).

Name and Address of Corporation (complete name, street address, city, state, zip)

Main Street Architecture, PC

Description of Corporation:

x *There are 100 or fewer shareholders and all shareholders are listed below.*     *There are more than 100 shareholders, and all shareholders owning 1% or more of any class of stock issued by said corporation are listed below.*     *There are more than 100 shareholders but no shareholder owns 1% or more of any class of stock issued by said corporation, and no shareholders are listed below.*     *There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

Names of shareholders (first name, middle initial and last name)

SHAREHOLDER NAME (First, M.I., Last)	SHAREHOLDER NAME (First, M.I., Last)
Kenneth R. Livingston	
H. Allen Kitselman, III	

Names of Officers and Directors (first name, middle initial and last name &amp; title, e.g. President, Secretary, Treasurer, etc.)

NAME (First, M.I., Last)	Title (e.g. President, Treasurer)
Kenneth R. Livingston	Vice President/Secretary
H. Allen Kitselman, III	Director

Check if applicable:

APPLICATION NUMBER: SPEX 2007-0048**3. PARTNERSHIP INFORMATION**

The following constitutes a listing of all of the **PARTNERS**, both **GENERAL** and **LIMITED**, in any partnership disclosed in the affidavit.

Partnership name and address (complete name, street address, city, state, zip)

None

☐ (check if applicable) The above-listed partnership has no limited partners.

Names and titles of the Partners (enter first name, middle initial, last name, and title, e.g. General Partner, Limited Partner, or General and Limited Partner)

NAME (First, M.I., Last)	Title (e.g. General Partner, Limited Partner, etc)

Check if applicable:

☐ Additional Partnership information is included on an additional copy of page B-3.

**4. One of the following options must be checked**

☐ In addition to the names listed in paragraphs B. 1, 2, and 3 above, the following is a listing of any and all other individuals who own in the aggregate (directly as a shareholder, partner, and beneficiary of a trust) 1% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE of the land:

☒ Other than the names listed in B. 1, 2 and 3 above, no individual owns in the aggregate (directly as a shareholder, partner, and beneficiary of a trust) 1% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE of the land:

Check if applicable:

☐ Additional information for Item B. 3. is included on an additional copy of page B-3.



APPLICATION NUMBER: SPEX 2007-0048**C. VOLUNTARY DISCLOSURE**

1. That no member of the Loudoun County Board of Supervisors, Planning Commission, or any member of his or her immediate household owns or has any financial interest in the subject land either individually, by ownership of stock in a corporation owning such land, or though an interest in a partnership owning such land.

EXCEPT AS FOLLOWS: (If none, so state). None

2. That within the twelve-month period prior to the public hearing for this application, no member of the Loudoun County Board of Supervisors, Board of Zoning Appeals, or Planning Commission or any member of his immediate household and family, either individually, or by way of partnership in which any of them is a partner, employee, agent or attorney, or through a partner of any of them, or through a corporation in which any of them is an officer, director, employee, agent or attorney or holds 1% or more of the outstanding bonds or shares of stock of a particular class, has or has had any business or financial relationship, other than any ordinary depositor or customer relationship with or by a retail establishment, public utility, or bank, including any gift or donation having a value of \$100 or more, singularly or in the aggregate with any of those listed in Section B, above.

EXCEPT AS FOLLOWS: (If none, so state). None

3. The following constitutes a listing of names and addresses of all real parties in interest in the real estate which is the subject of this application, including the names and addresses of all persons who hold a beneficial interest in the subject property, who have, within five years of the application date, contributed, by gift or donation, more than one hundred dollars to any current member of the Board of Supervisors:

NAME (First, M.I., Last)	ADDRESS (Street, City, State, Zip Code)
None	

\_\_\_ Additional County-Official information for Item C is included on an additional page C-1.

If multiple copies of this page are provided please indicate Page \_\_\_ of \_\_\_ pages.

DATE AFFIDAVIT IS NOTARIZED: August 29, 2008


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APPLICATION NUMBER: SPEX 2007-0048

**D.**

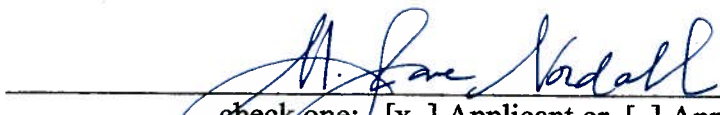
That the information contained in this affidavit is complete, that all partnerships, corporations, and trusts owning 1% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, OR LESSEE of the land have been listed and broken down, and that prior to each public hearing on this matter, I will reexamine this affidavit and provide any changed or supplemental information, including business or financial relationships of the type described in Section C. above, that arise on or after the date of this application.

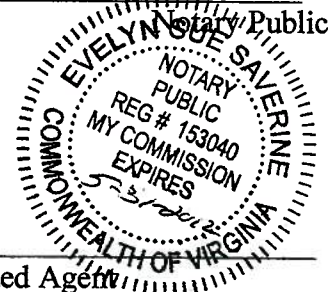
WITNESS the following signature:

  
\_\_\_\_\_  
check one: ☒ Applicant or ☐ Applicant's Authorized Agent  
Benny Nordahl, Applicant/Owner  
\_\_\_\_\_  
(Type or print first name, middle initial and last name and title of signee)

Subscribed and sworn before me this 25 day of August 2008, in the State/Commonwealth of Virginia, in the County/City of Loudoun.

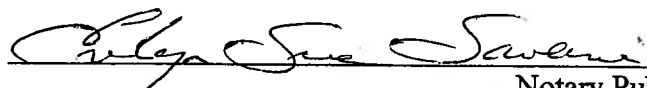
My Commission Expires: 5-31-2012

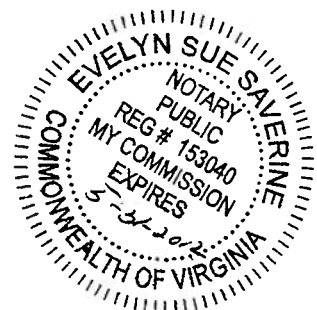
  
\_\_\_\_\_  
check one: ☒ Applicant or ☐ Applicant's Authorized Agent  
Mary Jane Nordahl, Applicant/Owner  
\_\_\_\_\_  
(Type or print first name, middle initial and last name and title of signee)



Subscribed and sworn before me this 25 day of August 2008, in the State/Commonwealth of Virginia, in the County/City of Loudoun.

My Commission Expires: 5-31-2012

  
\_\_\_\_\_  
Notary Public





WELLS + ASSOCIATES

April 26, 2007

Re: Notice of Change of Corporate Form

This notice is to inform you of the corporate change to the company formally operating as M.J. Wells & Associates, LLC, effective immediately. M.J. Wells & Associates, LLC has become M.J. Wells + Associates, Inc., a Delaware corporation.

M.J. Wells + Associates, Inc. is owned by a single shareholder which is an Employee Stock Ownership Trust (ESOT). All employees are eligible plan participants; however, none currently own more than 1% or more of any class of stock.

The following are a list of the names of Officers and Directors of M.J. Wells + Associates, Inc.:

- Martin J. Wells, President and Secretary
- Terence J. Miller, Vice-President and Treasurer

If you have any questions regarding the change or corporate form for M.J. Wells + Associates, Inc., please call Melissa Hish, Operations Manager, at 703-917-6620. Thank you.

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**SPRINGDALE MONTESSORI SCHOOL  
STATEMENT OF JUSTIFICATION  
SPECIAL EXCEPTION**

September 11, 2007  
revised through June 9, 2008

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This Statement of Justification is submitted in support of the request for Special Exception pursuant to Section 6-1300 of the Loudoun County Zoning Ordinance (the "Zoning Ordinance") to allow a private school in the AR-1 Zoning District. Benny Nordahl and Mary Jane Nordahl, husband and wife, are the Applicants and Owners of the Property (the Applicants"). The parcel is located at 18348 Lincoln Road, Purcellville, Virginia, and is identified as follows: Tax Map 45 ((10)) Parcel 2 (PIN: 455-17-3739-000), containing 5.90 acres and is zoned AR-1 for agricultural and low density residential ("the Property"). This Special Exception seeks to establish a Montessori School in the AR-1 Zoning District.

**BACKGROUND:** Samuel M. Janney (1801-1880), a Quaker minister, well known educator, author, abolitionist, and historian, completed and opened the Springdale Boarding School in 1839. The School operated for approximately 22 years. Thereafter Springdale served many purposes including a makeshift hospital for both sides during the Civil War, a boarding house, private residence and from 1986 to 2005 operated as a private school and country inn under approved Special Exceptions (SPEX 1986-09 and SPEX 1986-49). Applicants wish to carry on the learning tradition for Springdale by re-establishing on the Property once again a fine learning institution in the form of a Montessori pre-school and elementary school.

Springdale is situated on 5.9 scenic acres of rolling lawns, extensive stonework, mature trees and gentle brooks. There are seven buildings on the Property. Those buildings are: a main house, a barn, a carriage house, a smoke house, a springhouse, an icehouse and a chicken house. The main house will be converted into classrooms, a library, computer room, administrative offices and storage. The barn will be converted into additional classrooms with computer stations in the loft and storage in the lower level. The chicken house will be demolished if it is determined that it has no historical significance. All buildings will be updated to meet all zoning requirements and the needs of a modern high quality Montessori School. This will include replacing the mechanical equipment, including a new environmentally friendly geothermal heating/cooling system, painting, addition of outdoor playgrounds, new safety fencing, landscaping, paving, widening of the driveway, updating handicap access as needed and child-friendly restrooms. Only minimal alterations are planned for the outside of the structures.

**LOCATION:** The Property is located at 18348 Lincoln Road, Purcellville, Virginia. It is bounded on the north by a parcel owned by Effie and Thomas Hall and a parcel owned by Clinton and Maryann Good. It is bounded on the west (across Route 722) by a parcel owned by the Michael and Jill Schilling and a parcel owned by John Gabriel. It is bounded on the south by a parcel owned by the LeSourd Family, LP and a parcel owned

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by Jeffrey and Nancy LeSourd. It is bounded on the east by a parcel owned by Dianne Cummings. All of the adjoining parcels are zoned AR-1.

**ZONING AND USE:** The zoning on the Property is AR-1. The Property is currently used for a private residence by the Applicants. The proposed use is permitted by special exception under Section 2-102 of the Loudoun County Zoning Ordinance.

**COMPREHENSIVE PLAN:** The Property is located in an area identified in the Comprehensive Plan as being in the Rural Policy Area. As stated in the Land Use Patterns and Design Strategy for the Rural Policy Area, the County supports the creation of opportunities for institutional activities that preserve the rural character and are compatible with the dominant rural land use pattern in the Rural Policy Area. Appropriate uses include private schools that are located in existing historic and /or agricultural structures, such as the use proposed by the Applicants.

**PROPOSED USE:** The Applicants propose to convert the existing buildings into a first class Montessori School offering quality primary classes for ages of three to nine years to meet the needs of Loudoun County's growing school-age population. The school will have an enrollment of up to 117 children. It is anticipated that there will be 90 preschool students and 27 students in the kindergarten through elementary grades. The school will

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operate 42 weeks a year. Applicants propose to have two major curriculum programs. The first program will start at 9:30 AM and end at 12:30 PM. The second program will begin at 9:30 AM and end at 3:30 PM. In addition, there will be morning and afternoon enrichment programs for a limited number of students that will supplement the core curriculum programs. The morning enrichment programs will be from 7:30 AM to 9:30 AM and the afternoon enrichment programs will be from 3:30 PM to 5:30 PM.

**SECTION 5-609(B) CRITERIA:** The facility which the Applicants propose is a Montessori school which is permissible by special exception in the AR-1 District. Its primary purpose is instructional. A school is defined by the Zoning Ordinance as follows:

“School (elementary, middle and high): An establishment which provides any kindergarten, primary, and/or secondary educational course, but not including an establishment primarily for the instruction of adults, a day care establishment, a child care center, a child care home, ....” (emphasis added)

The proposed use is not primarily for a day care establishment. Therefore, Applicants submit that the use fits the definition of a “school” and “child care center.”

The Zoning Ordinance defines “Child Care Center” as:

“A licensed establishment which offers care, protection and supervision for compensation to more than nine (9) children at a time during any twenty-four (24) hour period, and then only for part of any twenty-four

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(24) hour day. A child care center may include nursery schools, kindergartens or other facilities for which the purpose is primarily educational, recreational, or medical treatments.” (emphasis added)

The use is both a school and child care center. The primary function of the proposed use is a school for instruction of children from nursery school to nine years of age or third grade.

The application satisfies the requirements of Section 5-609(B).

**SPECIAL EXCEPTION STANDARDS FOR APPROVAL:** The Applicants respectfully submit that the proposed special exception on the t Property meets or satisfies the standards criteria set forth in Section 6-1310 of the Revised 1993 Loudoun County Zoning Ordinance.

- The proposed special exception use is consistent with the Comprehensive Plan.
- The proposed special exception use will adequately provide for safety from fire hazards and will have effective measures of fire control.
- The noise level of the proposed special exception use will not negatively impact the uses in the immediate area as by nature of the Montessori methods, most activities are indoors. The use of the outdoor playground is located behind the building with natural shields by lush trees and vegetation and surrounded by hills.
- The proposed special exception use will not generate glare or light and will not negatively impact uses in the immediate area.
- The proposed special exception use is compatible with other existing uses in the neighborhood and adjacent parcels.

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- There is sufficient existing landscaping, screening and buffering on the site and in the neighborhood to adequately screen the surrounding uses. Applicants are proposing only minimal tree removal on the site in connection with this special exception. Applicants will consult with the County Forester, at Site Plan stage, to determine the appropriate clearing of immature scrub vegetation or debris. Additional screening could be added if needed.
- The proposed special exception use will have no impact on preservation of topographic or physical, natural, scenic, archaeological or historic features.
- The proposed special exception use will not damage existing animal habitat, vegetation, water quality (including groundwater) or air quality.
- The proposed special exception use at this site will contribute to the welfare and convenience of the public by providing a quality school.
- The traffic expected to be generated by the proposed use will be adequately and safely served by existing roads.
- The conversion of the existing structures for the proposed school use will meet all code requirements of Loudoun County.
- This site will be served by a public non-community well and drain field.
- This special exception use will have no adverse effect on groundwater supply.
- The proposed special exception use will have no adverse effect on the structural capacities of the soils.
- The special exception use will not negatively impact the orderly and safe road development and transportation.
- The proposed special exception use will provide desirable employment and enlarge the tax base by encouraging economic development activities consistent with the Comprehensive Plan.

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- This special exception takes into consideration the needs of agriculture, industry, businesses educational opportunities in future growth.
- Adequate on and off-site infrastructure is available.
- The proposed special exception use will not generate odors which may negatively impact adjacent uses.
- The proposed special exception use will utilize sufficient measures to mitigate the impact of construction traffic on existing neighborhoods and school areas.

**TRANSPORTATION/PUBLIC IMPROVEMENTS:** No transportation or public improvements will be required by this special exception. Applicants have agreed to pavement widening and signage on Route 722 as described in the following paragraph.

**TRAFFIC IMPACT:** The impact on the traffic flow on Route 722 will be minimal due to the variety of individual schedules offered by the school. The school will follow the Loudoun County inclement weather policy which means that the school will be closed when the road conditions are unsafe. Buses for student transportation will not be utilized. Additionally, Applicants have submitted a revised Traffic Study prepared by Wells & Associates which was completed using standard Institute of Transportation Engineers (ITE) rates considering the full student program. The revised Traffic Study shows that the Average Daily Traffic ("ADT") on Lincoln Road (Route 722) is 1,534 and the Site Vehicle Trips (VPD) is estimated to be 104 trips during the AM peak, 82 trips during the

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PM peak, and 293 average daily trips. Since the school plans to have different programs that stagger attendance, the traffic analysis serves as a conservative estimate of the transportation impacts. To enhance safety in the pick up and delivery area, the entrance to the Property and on Route 722, Applicants intend to have a traffic safety program as part of the parent education program. Applicants have submitted an illustrative drawing that depicts improvements to Route 722 that Applicants have agreed to make including lane widening, signage and striping.

**PUBLIC UTILITIES:** The Property is served by private well and drain field. Current service to the Property is adequate to serve the Property and the proposed use.

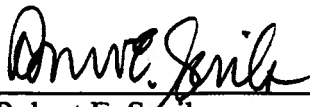
**CONCLUSION:** The Applicants propose to return Springdale to its original use by converting it into a Montessori School offering quality primary classes for children ages of three to nine years. The unique historic, scenic, safe, and yet convenient location close to several major developments makes it an ideal venue for an educational institution. This would also ensure that Springdale remains an active, well-maintained and important historic landmark, which will contribute to the Goose Creek Historic District and add value to the current and future residents of and visitors to Loudoun County and the Lincoln Historic Village. The use proposed by the Applicants is compatible with the Comprehensive Plan Policies for the Rural Policy Area. The Property was lovingly

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designed and built by Samuel M. Janney and other members of the local Quaker community as a learning institution. Returning it back to its original use with minimal alterations to the exterior of the existing structures, will preserve an important piece of Loudoun County history for future generations. The project will help Loudoun County meet the demands of its growing population of under five and school age children for quality educational opportunities and will also add local job opportunities and tax revenue to the County. Accordingly, the Applicants respectfully request the Planning Commission and the Board of Supervisors approve this Special Exception application.

Respectfully submitted,  
BENNY NORDAHL AND  
MARY JANE NORDAHL

By: Counsel



Robert E. Sevila  
Sevila, Saunders, Huddleston & White, P.C.  
30 North King Street, P.O. Box 678  
Leesburg, Virginia 20178-0678  
(703) 777-5700; FAX (703) 771-4161  
Counsel for Applicants



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February 21, 2008

Mike Elabarger, Project Manager  
Department of Planning  
County of Loudoun  
1 Harrison Street, SE, 3<sup>rd</sup> Floor  
Leesburg, VA 20177

Re: Springdale Montessori School - SPEX 2007-0048

Dear Mr. Elabarger:

The following are our responses to the referral agency comments. The comments on the pages indicated below:

<u>Referral Agency</u>	<u>Page</u>
1. Loudoun County Health Department	
Memorandum dated December 17, 2007 .....	2
2. Department of Transportation, Commonwealth of Virginia	
Letter dated December 20, 2007 .....	3
3. Office of Transportation Services, County of Loudoun	
Memorandum dated January 22, 2008 .....	4
4. Environmental Review Team, Department of Building and Development	
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**Loudoun County Health Department  
Memorandum dated December 17, 2007  
from Joseph E. Lock, Rural Section Supervisor**

**COMMENT 1.** Clarify the total number of bedrooms to remain and/or proposed at the facility in addition to the proposed use.

**RESPONSE:** One bedroom will remain in the school after it is opened.

**COMMENT 2.** The renovation of the existing structure will require the necessary permits from the Health Department concerning water and sewage disposal.

**RESPONSE:** The Applicants acknowledge this comment.

**COMMENT 3.** The structure, if converted to a living space, will require additional design information.

**RESPONSE:** The living space currently exists.

**COMMENT 4.** The proposal cannot exceed the design use of 12,215 gallons per week as allowed in the original permit.

**RESPONSE:** The Applicants acknowledge this comment.

**COMMENT 5.** The spring house should be properly abandoned.

**RESPONSE:** The spring house shall remain and the spring shall be abandoned as per local and state codes.

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Mike Elabarger, Project Manager  
February 21, 2008  
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**Department of Transportation  
Commonwealth of Virginia  
letter dated December 20, 2007  
from Kevin Nelson, Transportation Engineer**

**COMMENT 1.** Provide total ADT on Lincoln Road.

**RESPONSE:** Existing twenty-four (24) hour counts indicate that Lincoln Road (Route 722) carries 1,534. Background traffic would add 720 average daily trips and site traffic would add another 176 average daily trips for a total forecasted ADT of 2,430.

**COMMENT 2.** Indicate whether buses will be utilized for student transport.

**RESPONSE:** Buses for student transportation will not be utilized for this project

**COMMENT 3.** Sight distances will need to be demonstrated on site plans.

**RESPONSE:** The Engineer acknowledges that sight distance will be demonstrated at Site Plan design.

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Mike Elabarger, Project Manager  
February 21, 2008  
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**Office of Transportation Services  
County of Loudoun  
Memorandum dated January 22, 2008  
from Art Smith, Senior Coordinator, Planning & Development**

**COMMENT 1.** The traffic volumes in the applicants' traffic study do not appear to have been taken on a regular school day as they should have been. Please correct as appropriate.

**RESPONSE:** New counts have been taken and included with a revised report.

**COMMENT 2.** The applicant's buildout forecast is 2008/2009. It is clear the school will not be operational in 2008. Given the steps needed to begin school operations (if approved) it appears a realistic buildout year is 2010. Please respond.

**RESPONSE:** The Applicants are renovating their existing residence to house the school. No new school or structure for the school is being built. Opening day is anticipated to be fall, 2009. Full attendance is anticipated to occur by year 2013. Appropriate revisions in the traffic study have been completed.

**COMMENT 3.** The most appropriate LOS evaluation for this site would be link level of service based on the current typical section for Route 722. Please provide.

**RESPONSE:** A link level analysis has been completed in accordance with the FSM.

**COMMENT 4.** The applicant should provide a dedication of right-of-way 25 feet from the existing center line of Route 722 for future road improvements.

**RESPONSE:** Existing right-of-way of 25 feet is already provided. Dimensions of 25' have been added to this plat.

**COMMENT 5.** Entrance improvements consistent with VDOT requirements should be provided.

**RESPONSE:** Agreed, a standard VDOT Entrance has been shown on the Special Exception Plat. Further requirements, including Sight Distances will be addressed at the Site Plan stage.

**COMMENT 6.** Any turn lane improvements required by VDOT should be provided.

**RESPONSE:** VDOT has not requested any turn lane improvements at this time. In addition, the traffic study completed left and right turn warrant in accordance with VDOT requirements. The analysis indicates separate turn lanes are not required.

**COMMENT 7.** If the link LOS evaluation determines current lane width on Route 722 is not adequate to service the school, appropriate frontage improvements should be provided.

**RESPONSE:** The link level of service analysis indicates that Lincoln Road (Route 722) operates at a Level of Service (LOS) "B" or better during total future 2013 traffic conditions.

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Mike Elabarger, Project Manager  
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**COMMENT 8.** OTS is interested in learning the views of Comprehensive Planning and local residents living along the road in the provision of a multi-purpose trail along Route 722. We have no recommendation at this time.

**RESPONSE:** No response is required.

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Mike Elabarger, Project Manager  
February 21, 2008  
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**Environmental Review Team  
Department of Building and Development  
Memorandum dated January 23, 2008  
from William Marsh, Environmental Review Team Leader**

*Regarding building design*

**COMMENT 1.** Consider incorporating green building elements into renovations of two existing structures, including water and energy efficient design and appliances. The applicant describes a possible geothermal heating and cooling system that is a promising energy conservation feature. Additional measures like EnergyStar rated appliances, windows, insulation, and illumination would complement the geothermal system and minimize electricity demand. Further, proposed gardening and other water intensive landscaping can be irrigated by rainfall that is harvested from existing rooftops. Water conservation also supports energy conservation by reducing well and septic pump demand, and Loudoun County Public Schools and the Office of Capitol Construction are currently including no-flow urinals and low flow or dual flush toilets in public facility design. Please consider these design options, and also consider an application for certification by Leadership in Energy and Environmental Design for existing buildings.

A green building commitment is consistent with the General Water Policies supporting long-term water conservation (Policy 1, Page 2-20), the Solid Waste Management Policies supporting waste reduction, reuse, and recycling (Policy 2, Page 2-23). Furthermore, the County encourages project designs that ensure long-term sustainability, as discussed in the Suburban Policy Area, Land Use and Pattern Design text (Page 6-2).

**RESPONSE:** Applicants acknowledge the suggestions of Environmental Review and will consider any reasonable techniques that will not damage or have any adverse or detrimental impacts on the historic structure.

*Regarding floodplain management*

**COMMENT 2.** The application includes possible alteration of the minor floodplain, including new parking spaces and a fence surround a play area. Staff recommends removing or minimizing these uses as follows:

- Parking is allowed in the minor floodplain given sufficient best management practices design and minimization of fill, consistent with Revised 1993 Zoning Ordinance (ZO) Section 4-1505(B)(6). But other locations outside of the floodplain can provide this parking space, including the other proposed driveway location. Consider consolidating the proposed parking spaces outside of the floodplain.
- Consider moving existing utilities like propane out of the minor floodplain.

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- Consider not adding fill in the playground area that is located in minor floodplain.

Revised 1993 ZO Section 4-1507 lists floodplain management standards that apply to special exception applications. Staff believes that these suggestions are consistent with these standards.

**RESPONSE:** The proposed parking spaces have been removed from the Flood Plain area. The Applicants acknowledge the remaining suggestions and comments of Environmental Review.

*Regarding habitat preservation*

**COMMENT 3.** Consistent with checklist item K.12 for special exception plats, please include inventory of evergreen trees with calipers of 14 inches or larger and deciduous trees with calipers of 22 inches or larger. Also address how the extent of development and landscaping could affect the viability of these trees.

**RESPONSE:** Applicants were granted a waiver of a tree study by Planning September 12, 2007, which was attached to the Special Exception Application. See attached.

**COMMENT 4.** The presence of drains, Class IV hydric soils, minor floodplain, and wetland areas as predicted by the Loudoun County Predictive Wetlands Model indicates the potential for areas of the property to be classified as jurisdictional waters and wetlands. A wetland delineation verified by the U.S. Army Corps of Engineers (Corps) must be provided on the plat to ensure that 1) the proposed development layout meets the avoidance and minimization criteria of Section 404 of the Clean Water Act and Section 9VAC25-210-115A of the Virginia Water Protection Permit Regulations and 2) the proposed impacts will be permitted. This information is also necessary to assess potential impacts to water quality as required in Section 6-1310.H (Issues for Consideration) of the Revised 1993 Zoning Ordinance.

**RESPONSE:** As stated in the Zoning Administration's referral "the existing parking was approved in 1988 by the Department of Building and Development. It may continue to be used without further approvals as long as it is not expanded or paved. Applicants are not proposing to expand the parking area. Therefore, requesting a wetlands delineation would not be warranted."

Mike Elabarger, Project Manager  
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**Department of Fire, Rescue and Emergency Management  
Loudoun County  
Memorandum dated January 24, 2008  
from Maria Figuereoa Taylor**

**COMMENT 1.** The Fire and Rescue Planning Staff is not opposed to the application as proposed.

**RESPONSE:** No response required.

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Mike Elabarger, Project Manager  
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**Department of Planning  
Memorandum dated January 25, 2008  
from Kelly Williams, Planner, Community Planning**

**RECOMMENDATION**

The applicant is proposing a private school that will utilize the existing historic and agricultural buildings on-site. As proposed, the private school is compatible with the rural environment and consistent with the land use policies of the Plan. However, staff is not able to fully evaluate the proposal until such time the following has been addressed:

**COMMENT 1.** Delineation of the stream corridor resources and the associated 50' management buffer on the Special Exception plat. If the proposed parking and driveway cannot be relocated outside of the buffer, demonstrate how a reduction in the buffer would not adversely impact the stream corridor resources.

**RESPONSE:** The 50' management buffer is no longer a requirement of the Zoning Ordinance. However, please note that no improvements that would reduce the perviousness are proposed within the aforementioned buffer. Thus, we believe the depiction of the buffer is not necessary.

**COMMENT 2.** Provide details regarding the potential tree clearing in the area of the proposed playground, driveway expansion and additional parking areas.

**RESPONSE:** Applicants are proposing only minimal tree removal on the site in connection with this special exception. Applicants hereby request that as a condition of the Special Exception, that consultation with the County Forester, at Site Plan stage, to determine the appropriate clearing of this area, to include minor clearing of immature scrub vegetation or debris, be granted.

**COMMENT 3.** Provide information and justification on the hours of operation and how the school schedules may alter the impact of the traffic resulting from this use.

**RESPONSE:** There will be two major curriculum programs. Program 1 will start at 9:30 AM and end at 12:30 PM. Program 2 will begin at 9:30 AM and end at 3:30 PM. There will also be morning and afternoon enrichment programs for a limited number of students that will supplement the core curriculum programs. The morning enrichment programs will be from 7:30 AM to 9:30 AM and the afternoon enrichment programs will be from 3:30 PM to 5:30 PM. The staggering of start times and ending times for the programs will lessen the overall impact of traffic on Route 722. The analysis prepared by Wells & Associates was completed using standard Institute of Transportation Engineers (ITE) rates considering the full student program.

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Mike Elabarger, Project Manager  
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Since the school plans to have different programs that stagger attendance, the traffic analysis serves as a conservative estimate of the transportation impacts.

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**Community Information/Outreach  
Memorandum dated January 30, 2008  
from Heidi Siebentritt**

**COMMENT 1.** I've spoken with Kelly regarding her referral and her reference to the Historic District and the need for HDRC review should any exterior alteration of the structures on the property, demolition of existing structures or any new construction be proposed. There is also an approved waiver for the archaeological survey. So, in my view, there is no need for additional referral comments from Community Information/Outreach.

**RESPONSE:** No response necessary.

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Mike Elabarger, Project Manager  
February 21, 2008  
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**Zoning Administration  
Department of Building and Development  
Memorandum dated January 30, 2008  
from Michelle M. Lohr, Planner**

**CRITICAL ISSUES:** The 3 bay parking area to the north of the existing dwelling is not permitted to be constructed within the minor floodplain and must be relocated.

**RESPONSE:** These parking spaces have been eliminated from the Plat.

**SECTION 6-1310 ISSUES FOR CONSIDERATION:**

(A) *Whether the proposed special exception is consistent with the Comprehensive Plan.*  
Zoning defers to Community Planning in the Department of Planning regarding this issue.

**RESPONSE:** No response required.

(D) *Whether the glare or light that may be generated by the proposed use negatively impacts uses in the immediate area.* Please be advised that Section 5-1504 applies to the proposed use. Reference Section 5-1504 on the special exception plat.

**RESPONSE:** This reference is made on the attached revised special exception plats. See Note # 4 on Sheet 1 of the Plat.

(F) *Whether sufficient existing or proposed landscaping, screening and buffering on the site and in the neighborhood to adequately screen surrounding uses.* Section 5-1400 applies to the proposed use and will be reviewed in detail during site plan review.

**RESPONSE:** See Note # 3 on Sheet 1 of the Plat.

(J) *Whether the traffic expected to be generated by the proposed use will be adequately and safely served by roads, pedestrian connections and other transportation services.* Zoning defers to the Office of Transportation Services regarding this issue.

**RESPONSE:** Applicants have answered VDOT and OTS comments above.

(K) *Whether, in the case of existing structures proposed to be converted to uses requiring a special exception, the structures meet all code requirements of Loudoun County.* Please be advised that the proposed facility must meet all building code requirements.

**RESPONSE:** Applicants acknowledge Staff's Comment.

**OTHER ISSUES**

**Proposed use.** The Statement of Justification states that the proposed use is for "quality primary classes for ages of two and a half to eight years and before and after school care." However, the special exception plat only depicts facilities for pre-school and kindergarten. If

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the proposed use is only for a pre-school and kindergarten with after school care for children up to age 8, it fits within the definition of "Child Care Center." Child care center is defined in Article 8 as *"A licensed establishment which offers care, protection and supervision for compensation to more than nine (9) children at a time during any twenty-four (24) hour period, and then only for part of any twenty-four (24) hour day. A child care center may include nursery schools, kindergartens or other facilities for which the purpose is primarily educational, recreational, or medical treatments."* However, if students above the kindergarten level are to receive their primary instruction at this school, the special exception for a school is necessary.

As it appears as though the request is for after school care only for post kindergarten age students and not for primary classroom instruction for such children, the proposed use would fit within the definition of "Child care center" and a separate special exception for the use "School (elementary, middle and high) is not warranted.

**RESPONSE:** Applicants' proposed use is a Montessori School with its primary purpose instructional. As defined by the Zoning Ordinance: "School (elementary, middle and high): An establishment which provides any kindergarten, primary, and/or secondary educational course, but not including any establishment primarily for the instruction of adult's, a day care establishment, a child care center, a child care home, ..." (emphasis added) The proposed use is not primarily for a day care establishment. Therefore, the use fits the definition of a "school."

Additionally, as noted in the above Comment, the Zoning Ordinance defines "Child Care Center" as *"a licensed establishment which offers care, protection and supervision for compensation to more than nine (9) children at a time during any twenty-four (24) hour period, and then only for part of any twenty-four (24) hour day. A child care center may include nursery schools, kindergartens or other facilities for which the purpose is primarily educational, recreational, or medical treatments."* (emphasis added) The use does not fit the definition of Child Care Center as its primary function is not for the "care, protection and supervision" of children and it offers classroom instruction to children older than nursery school aged children and kindergarten aged children. The primary function of the proposed use is a school for instruction of children from nursery school to nine years of age or third grade.

**Section 4-1500. FOD Floodplain Overlay District.** It is noted that the gravel parking area, a 3 bay parking area, and a portion of the play area are located within the minor Floodplain. A maximum of 5,000 square feet of parking is permitted within the minor Floodplain in accordance with Section 4-1505(B)(6). The existing parking was approved in 1988 by the Department of Building and Development. It may continue to be used without further approvals as long as it is not expanded or paved. However, as discussed in the Critical Issues section above, the 3 bay parking area to the north of the existing dwelling is not permitted to be constructed within the minor floodplain and must be relocated. Further, a portion of the existing fenced-in area in the rear of the existing dwelling is located within the minor floodplain. No new playground equipment associated with the Child Care Center use may be located within the area of the minor floodplain.

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**RESPONSE:** As previously noted, the proposed parking spaces in the Flood Plain have been eliminated. No playground equipment is planned for the portion of the rear yard that is within the minor floodplain.

**Section 5-609 Additional Regulations for Child Care Facilities.**

**Section 5-609(A)(5)** requires a minimum of 75 square feet per child of outdoor play space. Please demonstrate that this requirement can be met.

**RESPONSE:** The proposed use is not a child care facility. Applicants have analyzed the standards for schools and child care facilities as defined in the Zoning Ordinance. The proposed use more closely fits the definition of a private school. However, Applicants have determined that the use will satisfy the parking and play area requirements of a child care facility.

**Section 5-609(B)(1)(a)** requires that the enclosed play area is to be sited so that all persons entering the play area are within direct line of sight from the child care center classroom area. Demonstrate that this requirement can be met.

**RESPONSE:** See comment above to Section 5-609(A)(5). Applicants will eliminate any threat or danger posed by the spring house.

**Section 5-609(B)(1)(c)** outdoor play areas shall be safely segregated from parking loading, or service areas. Staff notes that an existing stone spring house is located within the proposed playground area. It is recommended that this structure be segregated from the children.

**RESPONSE:** See comment above to Section 5-609(A)(5). Applicants will eliminate any threat or danger posed by the spring house.

**Section 5-609(B)(2)(b)** requires a designated pickup and delivery zone at a minimum of 1 parking space per 20 children. Please label such areas on the plat. These designated areas must be located within close proximity to the structure in which the child will be located.

**RESPONSE:** See comment above to Section 5-609(A)(5). If necessary, a proposed pickup and delivery zone can be identified.

**Section 5-1100. Parking.** State that parking will be provided in accordance with Section 5-1100. The parking requirement for Child Care Facilities is 1 space per .2 person in licensed capacity plus one per employee not residing on the premises. If the use is for primary instruction up to and including the kindergarten level and for before and after school care, the use will be a child care center and the parking calculations will be based on such use. If persons will be residing on the premises, additional parking is required based on Table 5-1102. It is not recommended to include the specifics of parking requirements with this special exception request as parking will be verified at the time of site plan review. However, the special exception plat should demonstrate that sufficient parking can be met.

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**RESPONSE:** Whereas this school is proposed for students 9 years of age and younger, there will be no student drivers. There will be a total staff (faculty & Administration) of 20 adults, although, not necessarily at one time. The existing 27 spaces plus one additional handicap space, will be satisfy the parking requirements for this site. Please see Note #2 on Sheet 1 of the Plat.

**Section 5-1102(A)(4) Commercial Vehicles.** Indicate any commercial vehicles that will be associated with the use. The ordinance requires one off-street parking space for each commercial vehicle that is directly associated with permitted and special exception uses and that is to be parked on the premises during normal business hours.

**RESPONSE:** There will be no commercial vehicles directly associated with this use. However, as required by the Zoning Ordinance (Sec.5-1100), there will be one (1) Loading Space added to the site, which will be located outside of the Flood Zone and will be constructed using pervious materials.

**Section 5-1400. Buffering.** Include a statement that the requirements of Section 5-1400 will be met.

**RESPONSE:** This statement has been added to the Cover Sheet. See Note #3. The buffer requirements are also shown on the Cover Sheet.

**Section 5-1504. Light and Glare Standards.** Provide a note stating that lighting will meet Section 5-1504 Light and Glare Standards.

**RESPONSE:** This note has been added to the Cover Sheet. See Note #4.

**Section 5-1508(F) Moderately Steep Slopes.** Prior to the issuance of a zoning permit for any use, structure, or activity on a parcel containing moderately steep slopes, a locational clearance must first be obtained. It appears as though proposed improvements to the driveway and entrance may impact Moderately Steep Slopes.

**RESPONSE:** This is acknowledged. A note (#5), has been added to the Cover Sheet.

**Section 6-701. Site Plan.** Please be advised that a site plan is required in addition to the special exception prior to establishing the proposed use.

**RESPONSE:** Applicants acknowledge Staff's comment.

**Section 6-1902. Certificate of Appropriateness.** As the property is located within the Goose Creek Historic District, Zoning defers to the Department of Planning as to whether the alterations proposed to the structures on the property would require the issuance of a Certificate of Appropriateness by the Historic District Review Committee.

**RESPONSE:** Applicants acknowledge Staff's comment.

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**Section 6-1903. Permit for Razing or Demolition.** The special exception plat and Statement of Justification indicate that at least one structure and some fencing are proposed to be demolished. Zoning defers to the Department of Planning to determine if such structure or structures are listed on the inventory of buildings and structures for the historic district. If so, a permit for removal must first be obtained from the Historic District Committee for the removal.

**RESPONSE:** Applicants acknowledge Staff's comment.

**Cover Sheet. Site Data. Proposed Use.** Use Zoning Ordinance terms to describe the proposed use.

**RESPONSE:** The revised special exception plats address this comment.

Provide a tabulation indicating the maximum lot coverage of the proposed uses. Conformance with this requirement will be verified at the time of site plan.

**RESPONSE:** A tabulation is included on the revised special exception plats.

Some of the materials submitted with the application package indicate that the existing barn may be renovated for classrooms and/or an apartment. Please clarify the proposed uses of all structures on the property.

**RESPONSE:** The proposed uses for the existing structures have been added to the Plat.

Is there a play area proposed in association with the classroom to be located in the existing barn?

**RESPONSE:** Applicants do not intend to have a play area located near the existing barn.

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Mike Elabarger, Project Manager  
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I believe we have addressed all of the County's comments regarding this application. Enclosed are fifteen (15) copies of the revised Special Exception Plat and revised five (5) Traffic Analysis with discs for review.

Please be advised that the Applicants conducted a community meeting with their surrounding neighbors on January 27, 2008.

I look forward to hearing back from you on this application after you have reviewed the Applicants responses to the referral comments.

Sincerely yours,

SEVILA, SAUNDERS, HUDDLESTON & WHITE, P.C.



Robert E. Sevila

enclosures

cc: Mr. and Mrs. Nordahl  
Russ Forno  
Artie Fournier  
Chris Turnbull

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June 6, 2008  
Revised June 9, 2008

Mike Elabarger, Project Manager  
Department of Planning  
County of Loudoun  
1 Harrison Street, SE, 3<sup>rd</sup> Floor  
Leesburg, VA 20177

Re: Springdale Montessori School - SPEX 2007-0048

Dear Mr. Elabarger:

The following are our responses to the second referral agency comments. The comments on the pages indicated below:

<u>Referral Agency</u>	<u>Page</u>
1. Department of Transportation, Commonwealth of Virginia Letter dated March 5, 2008. ....	2
2. Zoning Administration, Department of Building and Development Memorandum dated March 12, 2008. ....	3
3. Office of Transportation Services, County of Loudoun Memorandum dated March, 25, 2008. ....	6
4. Environmental Review Team, Department of Building and Development Memorandum dated March 28, 2008. ....	9
5. Department of Planning Memorandum dated April 1, 2008. ....	11
6. Loudoun County Health Department Letter dated April 22, 2008. ....	12

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**Department of Transportation  
Commonwealth of Virginia  
letter dated March 5, 2008  
from Kevin Nelson, Transportation Engineer**

**COMMENT 1.** Based on the future traffic volumes, I have concerns with the one lane stream crossing approximately 150' from the proposed entrance location. At full build out of the school and at the higher future through traffic volumes, there could be a queuing problem which causes vehicles to be queued in the narrow one lane segment of Rt. 722. I would recommend either providing a left turn lane into the site or providing some improvements to Rt. 722 which would widen the roadway to two functional lanes in the vicinity of and across the stream crossing. The majority of the conflicts will be in the AM peak hour. The PM peak hour of the school should be prior to the roadway peak hour, making the conflicts minimal in the PM.

**RESPONSE:** Wells & Associates, with base plans provided by Huntly Nyce, has prepared an exhibit as requested by VDOT and OTS that illustrates the improvements required on Route 722 that would allow two functional lanes in the vicinity of the site entrance as noted. The criteria was further clarified by VDOT at a meeting which indicated that space should be provided for three southbound vehicles to be able to queue at the driveway and have a northbound vehicle be unobstructed to access across the bridge. Although a queue analysis completed for the AM peak hour showed a maximum queue of 52 feet (approximately 2 vehicles) and an average queue of 4 feet (represents a moving queue or effectively no queue) would occur, the exhibit illustrates a worse case condition and provides the higher level of operation sought by VDOT and OTS. The exhibit has been favorably reviewed by VDOT and OTS and, the Applicants have agreed to a condition requiring construction in conformity with the plan including signage and painted yield stop bars on the pavement.

**COMMENT 2.** The number of trips seems low for 118 students. Even with some vehicles carrying two students, the number is still not half of the number of students, The applicant only answered the second half of this comment regarding whether or not buses would be used.

**RESPONSE:** Wells & Associates provided standard Institute of Transportation (ITE) trip generation data as prescribed by the Loudoun County's Facilities Standards Manual (FSM). Rates typically include staff members, visitors, parents dropping off student, etc. The rates take into account that not all of the trips would occur within the peak hour. Considering that 70% of the trips would occur within the adjacent peak hour and an average vehicle occupancy of 1.4 people per car, the number of trips would be as shown ( $117 \times .70 = 82$   $82 / 1.4 = 58$  inbound trips). Based on this typical arrival assumption and the fact that the school anticipates a staggered program with the core program not starting until 9:30 AM (after the AM peak commuter hour), the trip generation numbers appear to be conservatively appropriate.

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**Zoning Administration  
Department of Building and Development  
Memorandum dated March 12, 2008  
from Michelle M. Lohr, Planner**

**I. CRITICAL ISSUE - USE:**

The only critical issue is in regard to the use designation of the property. As described in the *Revised Statement of Justification*, the proposed facility contains two principal uses that are both permitted by Special Exception in the AR-1 Zoning District: (1) Child Care Center and (2) School. Thus, the Additional Regulations in the Zoning Ordinance for Child Care Centers (Section 5-609) must be met for the preschool/nursery school component of the facility. There are no specific requirements for schools with more than 15 students; however schools with less than 15 students must meet the requirements of Section 5-655.

**COMMENT 1. School.** Although the applicant states in the *Revised Statement of Justification* that use of the entire facility fits the definition of a school, the definition of a school includes educational courses beginning with *kindergarten*. A preschool/nursery school is not included within the definition of school.

*"An establishment which provides any kindergarten, primary, and/or secondary educational course, but not including an establishment primarily for the instruction of adults, a day care establishment, a child care center, ..."*[emphasis added]

Prior to issuance of a zoning permit for the school component of the facility, evidence will be required indicating that it meets the Virginia requirements for primary education.

**RESPONSE:** Applicants acknowledge Staff's comment. No further response is required.

**COMMENT 2. Child Care Center.** The preschool component of the use is considered a Child Care Center, as a nursery school (preschool) is included within the definition of Child Care Center:

*"A licensed establishment which offers care, protection and supervision for compensation to more than nine (9) children at a time during any twenty-four (24) hour period, and then only for part of any twenty-four (24) hour day. A child care center may include nursery schools, kindergartens or other facilities for which the purpose is primarily educational, recreational, or medical treatments."* [emphasis added]

As there is overlap between the two uses in that kindergarten is permitted as a component of both a School and a Child Care Center, the applicant may designate the kindergarten use as either a part of the School use or the Child Care Center use.

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**RESPONSE:** Applicants concur with staff's comment.

## **II OTHER ISSUES**

**COMMENT 3.** Based on the designation of the proposed establishment as both a Child Care Center and a School, please address the following comments that were identified in the first referral:

a. Cover Sheet. Site Data. Proposed Use. Use Zoning Ordinance terms to describe the proposed use (School and Child Care Center).

**RESPONSE:** The proposed use under "site data" has been revised as requested.

b. Section 5-609(B)(1)(a) requires the enclosed play area to be sited so that all persons entering the play area are within direct line of sight from the child care center classroom area.

**RESPONSE:** The entire play area is within the line of sight from an existing classroom on the back of the main facility.

c. Section 5-609(B)(2)(b) requires a designated pick up and delivery zone at a rate of 1 parking space per 20 children in the Child Care Center use. In calculating the number of required spaces, any fraction up to and including one-half shall be disregarded and fractions of over one-half shall be interpreted as one whole space.

**RESPONSE:** Four (4) designated pickup and delivery spaces are shown on the special exception plat, and iterated on the cover sheet.

d. *Please note that a modification to any of the standards contained in Section 5-600 of the Zoning Ordinance may be requested through the Minor Special Exception process.*

**RESPONSE:** The Applicants have met the requirements of Section 5-600; therefore, no modifications to this section are anticipated.

### **COMMENT 4.** Section 5-1000 Parking.

a. The Child Care Center required parking is based on one space per .20 student plus one parking space per employee. In calculating the number of required spaces, any fraction up to and including one-half shall be disregarded and fractions of over one-half shall be interpreted as one whole space. Please note that the ordinance does not make accommodation for employee

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shifts, thus the number of spaces for employees is based on the total number of employees of the child care use.

**RESPONSE:** There are a total of 90 pre-school children planned for the daycare. Therefore, 18 parking spaces are shown on the special exception plat, and iterated on the cover sheet. A separate 6 spaces for employees are shown on the special exception plat, and iterated on the cover sheet.

b. The School required parking is based on one parking space per classroom plus one per room used by the students.

**RESPONSE:** The school children will attend classes in the barn. There is 1 classroom and 1 loft (to be used for computer training and studying). The administration office and director's office will also have child/parent access. Therefore, a total of 4 spaces are required.

**COMMENT 5.** Section 5-900. Note that the building and parking setback requirements of Section 5-900 apply. In accordance with Section 5-900(A)(11) a 25 foot parking setback applies.

**RESPONSE:** The 25' parking setback has been added to the plan. All existing and proposed parking are located beyond that setback.

**COMMENT 6.** In order to properly evaluate the application, it would be helpful to have figures that include a break down of the number of children proposed for the preschool/nursery school program and the number proposed for the school program.

**RESPONSE:** At full enrollment it is anticipated that there will be 90 preschool children and 27 students in the school program. The ratio may vary during early years until enrollment stabilizes.

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**Office of Transportation Services  
Memorandum dated March 25, 2008  
from Art Smith, Senior Coordinator**

**COMMENT 1:** The traffic volumes in the applicant's traffic study do not appear to have been taken on a regular school day as they should been. Please correct as appropriate.

**Response:** New counts have been taken and included with a revised report.

**Status:** Twenty-four hour traffic counts were taken on Lincoln Road at the site entrance on February 5-7, 2008 (Tuesday through Thursday). The highest volume for the February counts was on Tuesday, February 5, 2008. This data indicates that the peak hours occurred between 8:00 and 9:00 AM and 4:15 and 5:15 PM. The June 2007 count showed that Lincoln Road (Route 772) carried 154 AM peak hour trips and 136 PM peak hour trips in the vicinity of the site. Sixty-eight (68) percent of all motorists travel north in the morning and sixty-three (63) percent travel south in the evening. The February counts did not show much variation with 148 AM peak hour trips and 161 PM peak hour trips. Sixty-five (65) percent of the motorists travel north in the morning and fifty-seven (57) percent travel south in the evening. **Issue resolved.**

**RESPONSE:** No response required.

**COMMENT 2:** The applicant's buildout forecast is 2008/2009. It is clear the school will not be operational in 2008. Given the steps needed to begin school operations (if approved) it appears a realistic buildout year is 2010. Please respond.

**Response:** The applicants are renovating their existing residence to house the school. No new school or structure for the school is being built. Opening day is anticipated to be fall, 2009. Full attendance is anticipated to occur by year 2013. Appropriate revisions in the traffic study have been completed.

**Status:** **Issue resolved.**

**RESPONSE:** No response required.

**COMMENT 3:** The most appropriate LOS evaluation for this site would be link level service based on the current typical section for Route 722. Please provide.

**Response:** A link level of service analysis has been completed in accordance with the FSM.

**Status:** Yes, a link LOS analysis has been completed. Attached are the following traffic volumes and LOS documentations:

1. Existing, Background (2003) and Total Forecasted (2013) Peak Hour Traffic Volumes;

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2. Existing, Background (2013) and Total Forecasted (2013) Peak Hour Intersection LOS;

3. Total forecasted (2013) link LOS for the two lane section of Route 722 proximate to the site. Link LOS "B" is forecasted for both AM and PM peak hours. Note, nine foot wide travel lanes and no shoulders were assumed in the analysis. Also note the methodology used cannot analyze LOS on the one lane bridges on Route 722. These bridges will be the major traffic constraints in the vicinity of the proposed school.

**RESPONSE:** SEE VDOT response above. The bridges tend to alert motorists and slow vehicle speeds within this area of Lincoln Road. During school times, the bridges will continue to meter traffic on Lincoln Road but will not impede traffic as demonstrated with the exhibit described above.

**COMMENT 4:** The applicant should provide a dedication of right-of-way 25 feet from the existing center line of Route 722 for future road improvements.

Response: Existing right-of-way of 25 feet is already provided. Dimensions of 25 feet have been added to this plat.

Status: **Issue resolved.**

**RESPONSE:** No response required.

**COMMENT 5:** Entrance improvements consistent with VDOT requirements should be provided.

Response: Agreed, a standard VDOT entrance has been shown on the Special Exception Plat. Further requirements, including sight distances will be addressed at the site plan stage.

Status: **Issue resolved.**

**RESPONSE:** No response required.

**COMMENT 6:** Any turn lane improvements required by VDOT should be provided.

Response: VDOT has not requested any turn lane improvements at this time. In addition, the traffic study completed left and right turn lane warrant analyses in accordance with VDOT requirements. The analyses indicate separate turn lanes are not required.

Status: Comment Number 1 in VDOT's referral of March 5, 2008 does mention a left turn lane as follows:

*Based on future traffic volumes, VDOT has concerns with the one lane stream crossing approximately 150 feet from the proposed entrance location. At full build out of the school and at the higher future through traffic volumes, there could be a queuing problem which causes vehicles to be queued in the narrow one lane segment of Route 722. I would recommend either providing a left turn lane into the site or providing some improvements to Route 722 which would widen the roadway to two functional lanes in the vicinity of and across the stream*

*crossing. The majority of the conflicts will be in the AM peak hour. The PM peak hour of the school should be prior to the roadway peak hour, making the conflicts minimal in the PM.*

OTS shares VDOT's concerns.

**RESPONSE:** Applicants met with VDOT and OTS on April 17, 2008 and discussed this issue.

**COMMENT 7:** If the link LOS evaluation determines current lane width on Route 722 is not adequate to service the school, appropriate frontage improvements should be provided.

Response: The link LOS analysis indicates that Lincoln Road (Route 722) operates at a LOS "B" or better during total future 2013 traffic conditions.

Status: Link LOS is adequate on two lane portions of Route 722. The problem is the one lane bridge a short distance from the site's entrance.

**RESPONSE:** See VDOT response above.

**COMMENT 8:** OTS is interested in learning the views of Comprehensive Planning and local residents living along the road in the provision of a multi-purpose trail along Route 722. We have no recommendation at this time.

Response: No response is required.

Status: This reviewer has read the "Village of Lincoln Charrette Summary Notes, February 9, 2007" and finds it to be an intelligent document with many pragmatic and useful traffic calming recommendations. Hopefully a traffic calming program will be implemented in the Village of Lincoln. No community support is seen for a multi-purpose trail. An appropriate sidewalk would be desirable.

**RESPONSE:** Applicants note Staff's comment. No further response is required.

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**Environmental Review Team  
Memorandum dated March 28 2008  
from William Marsh, Environmental Review Team Leader**

*Regarding building design*

**COMMENT 1.** Staff appreciates the applicant's interest in green building design provided that it does not detract from existing historic structures. Staff requests that the applicant complete a LEED for New Construction (NC) or Existing Building (EB) score-card and discuss design options with county staff. As mentioned in the first referral, a clear and verifiable commitment to LEED design standards is in the applicant's long term operational interests and the county's sustainability goals. Based on visits to other schools in this region, including TC Williams High School in Alexandria and Sidwell Friends in the District of Columbia, students' exposure to, and measurement of, design efficiencies related to LEED are powerful learning tools.

**RESPONSE:** Applicants notes Staff's comment. Applicants' architect is completing a LEED application.

*Regarding floodplain management*

**COMMENT 2.** Staff appreciates the applicant's parking adjustments to minimize alterations in the floodplain for parking. Staff requests consideration of a condition of approval that would remove existing propane tanks from the minor floodplain and avoid any alteration of topography within the playground area.

**RESPONSE:** The Applicants have agreed to investigate the relocation of the tanks. Applicants are also analyzing various methods to tie down the tanks securely to prevent them from becoming unseated in the event of a flood.

*Regarding habitat preservation*

**COMMENT 3.** ERT requested a tree inventory in the first referral. The intent was to verify that the critical root zones of existing trees would not be disturbed with this development. Prior to consideration by the Planning Commission, staff requests a site visit with the applicant and County Urban Forester to verify specimen tree locations and that avoidance of these trees is feasible.

**RESPONSE:** Dana Malone, the County Urban Forester, has visited the Property, performed a tree inventory and analysis and made recommendations to the Applicants regarding the health of existing trees.

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**COMMENT 4.** Regarding wetland and stream disturbance, staff points out that the proposed utility crossing to drainfields could disturb stream or wetland habitat, along with possible work adjacent to the playground. Further, verification of federal and state permits is needed before ground can be disturbed for this development, consistent with Section 5.310.B of the Facilities Standards Manual. Staff reiterates its request for a wetland delineation verified by the U.S. Army Corps of Engineers (Corps) to be provided on the plat to ensure that 1) the proposed development layout meets the avoidance and minimization criteria of Section 404 of the Clean Water Act and Section 9VAC25-210-115A of the Virginia Water Protection Permit Regulations and 2) the proposed impacts will be permitted. This information is also necessary to assess potential impacts to water quality as required in Section 6-1310.H (Issues for Consideration) of the Revised 1993 Zoning Ordinance.

**RESPONSE:** Applicants met with William Marsh, ERT Leader, and Dana Malone, County Urban Forester, on the Property on April 22, 2008 and discussed this issue. It was determined that the stream crossings already exist and that no new wetland or stream disturbance will be caused by this use. Mr. Marsh made several recommendations for stabilizing the stream banks and plantings in wetlands.

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**Department of Planning  
Memorandum dated April 1, 2008  
from Kelly Williams, Planner**

The applicant is proposing a private school that will utilize the existing historic and agricultural buildings on-site. As proposed, the private school is compatible with the rural environment and consistent with the land use policies of the Plan. However, staff is not able to support the application until such time as the following issues have been resolved:

**COMMENT 1.** Delineation of the stream corridor resources and the associated 50' management buffer on the Special Exception plat. If the proposed parking and driveway cannot be relocated outside of the buffer, demonstrate how a reduction in the buffer would not adversely impact the stream corridor resources.

**RESPONSE:** The stream corridor has been depicted on the plats. The parking and driveway cannot be relocated on the property due to the terrain, topography and other environmental factors such as streams and woods. The current driveway and parking are pervious surface and have been in use for approximately twenty-two years. There do not appear to have been any adverse impacts on the stream bed or corridor in their current location.

**COMMENT 2.** Commit to working with the County Forester on potential tree clearing on-site prior to site plan approval.

**RESPONSE:** If there is any tree clearing, Applicants will work with the County Forester on-site prior to site plan approval.

**COMMENT 3.** Resolve the outstanding transportation issues as outlined in the VDOT referral dated March 5, 2008 and OTS referral dated March 25, 2008.

**RESPONSE:** Applicants and County Staff met with VDOT and OTS on April 17, 2008, to discuss VDOT issues. See responses.

Mike Elabarger, Project Manager  
June 6, 2008 – Revised June 9, 2008  
Page 12

**Loudoun County Health Department  
Letter dated April 22, 2008  
from Joseph E. Lock, Rural Section Supervisor**

**COMMENT:** The Health Department can recommend approval of the applicant's request for special exception use for a school and/or daycare, but wishes to make the following comments to the applicant. These comments are to make them aware of the possibility of future permits that would have to be acquired.

The well was originally drilled to support a boarding school in 1987. The Office of Drinking Water has provided recommendations to the applicant that must be completed to bring the well and the water system up to current standards.

The existing drainfield was installed in 1989 for a design use of 12,215 gallons per week. The proposed use of 118 students does not appear to exceed the design capacity. An evaluation of the system was completed in June of 2007 by this office with no failure of the system observed. One bedroom is proposed to remain at the facility in addition to the proposed use.

The renovation of any existing structure that is currently not connected to the existing drainfield will require the necessary permits from the Health Department concerning water and sewage disposal. Prior to obtaining the necessary permits, a professional engineer will need to design the components required to serve the structure. Any existing structure, if converted to a living space, will require additional design information. The proposal cannot exceed the design use of 12,215 gallons per week as allowed in the original permit.

Prior to obtaining a food permit, the owner must submit a completed plan review and meet all requirements for the State and County.

The spring should be properly abandoned as specified in the Special Exception documentation.

**RESPONSE:** The well was originally drilled to support a "country inn and private school", not a "boarding school". Applicants' proposed school will have a maximum capacity of 117 students.

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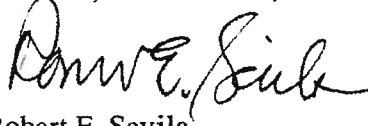
Mike Elabarger, Project Manager  
June 6, 2008 – Revised June 9, 2008  
Page 13

I believe we have addressed all of the County's comments regarding this application. Enclosed are fifteen (15) copies of the revised Special Exception Plat, twenty (20) copies of the revised Statement of Justification, twenty (20) copies of Entrance and Vehicle Stacking Exhibit A, and twenty (20) copies of Signing and Pavement Marking Exhibit B.

I look forward to hearing back from you on this application after you have reviewed the Applicants responses to the referral comments.

Sincerely yours,

SEVILA, SAUNDERS, HUDDLESTON & WHITE, P.C.

A handwritten signature in black ink, appearing to read "Robert E. Sevila", written over the printed name.

Robert E. Sevila

enclosures

cc: Mr. and Mrs. Benny Nordahl  
Russ Forno  
Artie Fournier  
Chris Turnbull

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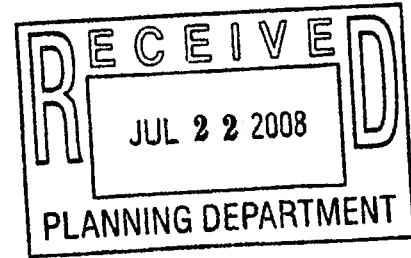
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July 21, 2008

Mike Elabarger, Project Manager  
Department of Planning  
County of Loudoun  
1 Harrison Street, SE, 3<sup>rd</sup> Floor  
Leesburg, VA 20177



Re: Springdale Montessori School - SPEX 2007-0048

Dear Mr. Elabarger:

The following are our responses to the third referral agency comments. The comments on the pages indicated below:

<u>Referral Agency</u>	<u>Page</u>
1. <b>Virginia Department of Transportation</b> Letter dated June 13, 2008. ....	2
2. <b>Zoning Administration, Department of Building and Development</b> Memorandum dated June 17, 2008 .....	3
3. <b>Community Planning, Department of Planning</b> Memorandum dated June 18, 2008 .....	5
4. <b>Office of Transportation Services, County of Loudoun</b> Memorandum dated June 20, 2008 .....	6
5. <b>Environmental Review Team, Department of Building and Development</b> Memorandum dated June 26, 2008 .....	8

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Mike Elabarger, Project Manager  
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Page 2

**Department of Transportation  
Commonwealth of Virginia  
letter dated June 13, 2008  
from Kevin Nelson, Transportation Engineer**

**COMMENT:** I have reviewed the above plan as requested in your submittal dated June 9, 2008, and received on June 9, 2008. Previous comments have been addressed and I have no objection to the approval of this plan.

**RESPONSE:** No response required.

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Mike Elabarger, Project Manager  
July 21, 2008  
Page 3

**Department of Building and Development  
Memorandum dated June 17, 2008  
from Michelle M. Lohr, Planner**

In response to a request for comments dated June 11, 2008, Zoning Administration has reviewed the following received in two parts: (1) June 6, 2008, Revised June 9, 2008 letter of response to referral agency comments and (2) Statement of Justification revised through June 9, 2008, and (4) revised Special Exception plat dated 7/02/07, revised through 2/05/08 and stamped June 6, 2006 by Huntley, Nyce & Associates, Ltd, (4) Springdale Montessori Entrance and Vehicle Stacking Exhibit A, and (5) Springdale Montessori Concept Signing & Pavement Marking Exhibit (B). Staff has reviewed the information provided and has the following comments:

**COMMENT A.** The applicant states in the response letter that four designated pick up and delivery spaces are shown on the special exception plat and iterated on the cover sheet. Staff has been unable to determine these four spaces. Please label the spaces and note that they must be in addition to the required parking spaces (identified by the applicant as 30 in the response letter). Also staff has not identified discussion of pick up and delivery spaces on the cover sheet.

**RESPONSE:** The Applicant acknowledges that these spaces are in addition to the required on-site parking. A note has been added to the Cover Sheet. The "Pickup & Delivery Spaces" notation has been clarified on the Cover Sheet under the caption Parking Provided.

**COMMENT B.** The applicant states that the ratio of preschool children (daycare) to students in the school program may vary. Please be advised that conditions of the special exception may be placed regarding the total number of day care and total number of school students. The project will be required to be in substantial conformance with the special exception plat. Further, once a site plan is approved, it must conform to the approved site plan as it is used to determine conformance with the Zoning Ordinance and will be based on the number of students in each type of use.

**RESPONSE:** Applicants acknowledges Staff's comment. Applicants intend to operate their school in compliance with the conditions of approval.

**COMMENT C.** The Type 2 planting requirements were revised in December 2007, thus the planting requirements listed on the cover sheet are not accurate. It is recommended that the applicant simply state that the buffering requirements of Section 5-1400 will be met, rather than specifying the specific plantings, unless conditioned by the Special Exception.

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Mike Elabarger, Project Manager  
July 21, 2008  
Page 4

**RESPONSE:** Applicants acknowledge and concur with Staff's recommendation. Buffer Details have been removed from the Cover Sheet of the Plat and Note 2 under General Notes has been modified as requested.

**COMMENT D.** Zoning defers to Engineering regarding the feasibility of the 4 parallel spaces located along the driveway as the travel aisle is narrow in that location.

**RESPONSE:** No response is required.

**COMMENT E.** Section 5-1409(I) allows the required buffer to surround the use itself, rather than to be located on the property line. By indicating the location of the Type 2 buffer yard along the entire property boundary, as it is shown on Sheet 3, the applicant will have to request a new special exception if it is desired to place the required buffer around the use itself. A note stating that the requirements of Section 5-1400 will be met and verified during site plan review will be sufficient. This will allow the applicant flexibility in the placement of the buffer unless a condition is placed on the application regarding the location and types of plant materials.

**RESPONSE:** Applicants acknowledge and concur with Staff's comment. See response to Comment C, above.

**COMMENT F.** The parking area may not exceed the overall size of the previously approved parking area, This will be verified during site plan review.

**RESPONSE:** Applicants acknowledge Staff's comment.

**COMMENT G.** The project will be subject to the Parking Lot Landscaping and Screening Requirements of Section 5-1413. This will be verified during site plan review.

**RESPONSE:** Applicants acknowledge Staff's comment.

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Mike Elabarger, Project Manager  
July 21, 2008  
Page 5

**Community Planning, Department of Planning  
Memorandum dated June 18, 2008  
from Kelly Williams**

**COMMENT 1: Stream Corridor Resources:** The applicant has responded that the stream corridor has been depicted on the plats. Minor floodplain has been shown, however, the 50' river and stream corridor management buffer, as called for in the Revised General Plan, has not been addressed. Staff understands that the current driveway and parking have been in existence for many years and concurs with the applicant that they are not adversely impacting the stream corridor. A condition of approval limiting the disturbance within the river and stream corridor area, to what is shown on the Special Exception Plat, is recommended. The 50' management buffer needs to be added to the plan to depict the boundaries of the entire river and stream corridor resources as called for in the Plan.

**RESPONSE:** The buffer is now shown on both the Existing Conditions Plat and the Special Exception Plat.

**COMMENT 2: Tree Clearing:** The applicant has agreed to work with the County Forester prior to site plan approval. Staff recommends a condition of approval to implement this agreement. Issue resolved.

**RESPONSE:** Applicants agree to this condition.

**COMMENT 3: Transportation:** The applicant has worked with VDOT and OTS to resolve the transportation issues. Staff has no further comments if all VDOT and OTS comments have been satisfied.

**RESPONSE:** No response required.

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Mike Elabarger, Project Manager  
July 21, 2008  
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**Office of Transportation Services  
County of Loudoun  
Memorandum dated June 20, 2008  
from: Art Smith, Senior Coordinator**

**COMMENT 1:** Timing of traffic counts.

Status: Previously resolved

**RESPONSE:** No response required.

**COMMENT 2:** Project implementation and buildout.

Status: Previously resolved

**RESPONSE:** No response required.

**COMMENT 3:** Link level LOS.

Status: Previously resolved

**RESPONSE:** No response required.

**COMMENT 4:** Right-of-way dedication for Route 722.

Status: Previously resolved

**RESPONSE:** No response required.

**COMMENT 5:** Entrance improvements consistent with VDOT requirements should be provided.

Response: Agreed. A standard VDOT entrance has been shown on the special exception plat. Further requirements, including sight distances will be addressed at the site plan stage.

Status: The entrance shown on the plat appears to meet VDOT requirements. The applicant and VDOT have agreed to make final adjustments, if required, at the site plan stage. Issue resolved.

**RESPONSE:** No response required.

**COMMENT 6:** Any turn lane improvements required by VDOT should be provided.

Response: VDOT has not requested any turn lane improvements at this time. In addition, the traffic study completed left and right turn warrant analyses in accordance with VDOT requirements. The analyses indicate separate turn lanes are not required.

Status: VDOT did not request any turn lanes at our June 5, 2008 meeting with the applicant. VDOT has also not requested turn lanes in their final referral. Issue resolved.

**RESPONSE:** No response required.

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Mike Elabarger, Project Manager  
July 21, 2008  
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**COMMENT 7:** If the link LOS evaluation determines current lane width on Route 722 is not adequate to service the school, appropriate frontage improvements should be provided.

Status: Link analysis showed LOS "B" on Route 722 south of the bridge at the property's boundary line. A field review of Route 722 physical conditions south of the bridge has been conducted by the applicant's engineer and a proposal for some widening associated with a VDOT standard entrance submitted to VDOT. The proposal also includes some striping changes and installation of a stop sign at the site's entrance and a school entrance sign south of the entrance. No changes are proposed to the existing bridge. Issue resolved.

**RESPONSE:** No response required.

**COMMENT 8:** Multi-purpose trail or sidewalk along Route 722.

Status: Widening of the existing bridge is not recommended by OTS. As such, a trail or sidewalk along the site's frontage would have no utility. Issue resolved.

**RESPONSE:** No response required.

**CONCLUSION:** There are no transportation issues which would preclude approval of this application.

**RESPONSE:** No response required.

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Mike Elabarger, Project Manager  
July 21, 2008  
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**Environmental Review Team  
Department of Building and Development  
Memorandum dated June 26, 2008  
from William Marsh, Environmental Review Team Leader**

*Regarding building design*

**COMMENT 1.** Staff appreciates the applicant's interest in green building design provided that it does not detract from existing historic structures. As previously requested, staff requests that the applicant complete a LEED for New Construction (NC) or Existing Building (EB) score-card and discuss design options with county staff. As mentioned in the first referral, a clear and verifiable commitment to LEED design standards is in the applicant's long term operational interests and the county's sustainability goals. ERT is available to meet with the applicant prior to a scheduled Planning Commission briefing.

**RESPONSE:** Applicants' architect is in the process of preparing a LEED analysis. Applicants and their architect are in the process of scheduling a meeting on site with ERT to discuss this matter.

*Regarding floodplain management*

**COMMENT 2.** Staff requests a condition of approval that would remove existing propane tanks from the minor floodplain and avoid any alteration of topography within the playground area. Removing the propane tanks is consistent with Section 4-1507(B), where the proposed use will not increase the danger that materials would be swept downstream to the injury of others.

**RESPONSE:** As previously stated, Applicants will investigate the possibility of relocation of the tanks. Applicants are willing to work with ERT to address this concern. As noted above, Applicants are in the process of scheduling a meeting on site with ERT to discuss this matter.

Mike Elabarger, Project Manager  
July 21, 2008  
Page 9

I believe we have addressed all of the County's comments regarding this application. Fifteen copies (15) of the revised plats have been previously submitted.

I look forward to hearing back from you on this application after you have reviewed the Applicants responses to the referral comments.

Sincerely yours,

SEVILA, SAUNDERS, HUDDLESTON & WHITE, P.C.



Robert E. Sevil

enclosures

cc: Mr. and Mrs. Benny Nordahl  
Russ Forno  
Chris Turnbull

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